### Approved For Release 2006/12/28; CIA\_RDP85-00988R000300090004-7

OL/LSD/M&C Office: Objective Statement:	B Investigate the fe		automating the courier rece tracing, and retrieval syst	tem as well	O — Scheduled X — Actual
Responsible Officer: Significant Funding Amou	nt: \$ F\		as the codeword accountabil within the M&CB.	lity system	
Ougster Ending: First	Ouarter Ending 31	December 198	3		

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Quarter 4 Quarter 3 Quarter 2 Quarter 1 APR MAY JUN JUL AUG SEP Activities Planned OCT NOV DEC JAN FEB MAR 1. Read literature currently available pertaining to IBM Card Sorting Machines and automated scanners for codeword 0---accountability. 2. Determine feasibility of installing automated equipment in Mailroom, i.e., 0 space requirement. 0 3. Prepare cost estimate. If feasible, formulate plans for 0 implementation. 0 5. Installation. WARNING NOTICE INTELLIGENCE SOURCES OR METHODS INVOLVED

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Office: OL/LSD	offective vehicle dignatch nlan	O — Scheduled X — Actual
Objective Statement:	Complete implementation of a more effective vehicle dispatch plan	X — Actour
Responsible Officer:		

Significant Funding Amount: \$\_\_\_\_\_\_FY\_\_84\_\_\_ Quarter Ending: First Quarter Ending 31 December 1983

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Office: OL/LSD Objective Statement: Responsible Officer:	Implement corrective action to customer surveys in LSD.	O — Scheduled X — Actual
Significant Funding An	nount: \$FY_84 rst Quarter Ending 31 December 1983	

Quart		Quarter 1 Qu			Quarter 2			Quarter 3			Quarter 4	
Activities Planned	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	NUL	JUL	AUG	SEP
Improve the response time in the Architectural Design Staff			The Children and the Ch	()	0	0	0				n	
Publicize the <u>Division</u> 's Interior Design	M		N									1
Continue to work closely with GSA and to improve service to the Agency	0-				ļ		ļ		<u>i</u>		<u> </u>	-0
Continue to work closely with GSA and to improve service to the Agency  Learning  Learning  There is a continue  T										A Commence and the Comm		
being send is						Value of the latest and the latest a					The state of the s	1
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## Approved For Release 2006/12/28 : CIA-RDP85-00988R000300090004-7 $_{\rm CANF1DENTIAL}^{\rm TIAL}$

Office: Objective Statement: Responsible Officer:	Improve the Response Time in the Architectural Design Staff	O — Scheduled X — Actual
	Amount: \$ FY_84	
	First Quarter ending 31 December 1983	

		Quarter 1		Quarter 2			Quarter 3			Quarter 4		
Activities Planned	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Study the existing system for scheduling jobs, including:				0	0			TO SERVICE CONTINUES OF THE PROPERTY OF THE PR		CO. Commission of the commissi		
Work assignments. Existing response time. Response time versus manpower.			magnetic field of the control of the			And the state of t			and the same of th	and a company of the party of the company of the co		
Use the PAC II for project scheduling and workload studies.					n				Parameter and the second		-	
Investigate using the GIMS system to track existing work orders within ADS.						0						1 000000
Contract selected projects with private architectural firms to reduce the backlog of work orders.							0	The second secon		and the control of th		
Study the feasibility of creating an expedite position to:	r		and Add Addings on the Control of th				A STATE OF THE STA			0		
Site survey all project requests to clarify requirements. Verify funds. Verify client priority versus other request from same component. Identify and complete small projects.			The state of the s		AND THE PROPERTY OF THE PROPER	and the specimen and the state of the state	And the state of t	The first fi	management when the control of the c	Company of the Compan	A DESCRIPTION OF THE PROPERTY	American Company of the Company of t
WARNING NOTICE INTELLIGENCE SOURCES OR METHODS INVOLVED	Allert Address			. in cryanic representational description of the contraction	The second secon						ALI GARAGO	

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Office: OL/LOD/IDC IAC	- Scheduled Actual
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		Quarter 1			Quarter	2	Quarter 3			Quarter 4		
Activities Planned	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Issuance of Headquarters Notice	N									A second district of		
FAC designation of points to be addressed in poster program			Ŋ									
Theme posters displayed in buildings					0		0			n		
										-		
								The second secon				
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Office: Objective Statement: Responsible Officer:	OL/LSD/IDC Publicize the Division's Interior Design Consultant	O — Scheduled X — Actual
Significant Funding Amo	First Quarter ending 31 December 1983	

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Activities Planned	ост	ИОУ	DEC	JAN	FEB	MAR	APR	MAY	NUL	JUL	AUG	SEP	
Distribute new mentioning Interior Design Consultant (IDC)	0			-0	and the state of t		Annual control of the state of		A CONTRACTOR OF THE CONTRACTOR	And an analysis of the second designation of			
Publish Executive Furniture Catalog offering services of IDS			0	-0					and the same of th	The same of the sa			
Include slides of IDC at work in N/L slide file	Ŋ									Andreas of the same of the sam		Î	
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			The second secon										
										ANALYS COMMENTS OF THE PROPERTY OF THE PROPERT			
										Marie of Art and Art a			
										K. (C. S. Daniel Common Maria			
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Office:	OL/LSD/IDC-FAC
Objective Statement:	Resolve the problem of the DCI portraits
Responsible Officer:	
Significant Funding At	mount: \$ FY84
Quarter Ending:	First Quarter Ending 31 December 1983

0		Schedul	е
Х	_	Actual	

_	00,,000
Х	— Actual

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Activities Planned		Quarter 1			Quarter 2			Quarter 3			Quarter 4	
		NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Order for copying in oil of the McCone and Turner portraits  Complete copying Turner portrait in oil		M	The state of the s	0			The state of the s		The state of the s	manufacture and the second sec		
Reach decision regarding portraits of Helms and Smith					0							
Place order for Helms and Smith portraits if decision is affirmative						0			11.1	a really barriers with		
Complete Helms portrait								0				
Complete Smith portrait										0		
			7.17									
				in the control of the			Und	lassi om att	ified tachme	when ents	separ	rated
				Continue to the continue of		1					1	Ė
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,	ROUTING	G AND	RECOR	D SHEET						
SUBJECT: (Optional)										
Milestone Charts for OL	Quarte	rly Plan	ning Cor	nference						
FROM: Chief ICD/OL			EXTENSION	NO.						
Chief, LSD/OL 3E14 Headquarters				19 January 1984						
TO: (Officer designation, room number, and building)	RECEIVED	FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)						
1. OL/IEMSS										
2B07 2. Attn:				John,						
				Attached are the milestone charts for OL/LSD for the First						
3.				Ouarter ending 31 December 1983, to be used in connection with						
4.			/	the first FY 1984 Quarterly Planning Conference with the DDA on 2 February 1984.						
5.		*		Also included in this package						
6.	3 3	N.X		are the milestone charts for the OL level, which will be reviewed with the D/L on Tuesday, 24 January 1984 during the LSD Biweekly.						
7.	VW.	· · · ·								
8.		13								
9.	1 / V			Attachments As stated						
10.	100									
The second second	H									
12.	No.									
13.		*		Unclassified when separated from attachments						
14.				,						
15.				-						

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